



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
PARKS & RECREATION COMMISSION
473 S. MAIN STREET, SUITE 106
MONDAY, APRIL 6, 2026 at 6:00 P.M.**

Note: Commission member(s) may attend Regular Sessions either in person, by telephone, or internet/video conferencing.

1) Call to Order

Vice Chair Faulkner called the meeting to order at 6:00 p.m.

2) Roll Call Chairperson Candra Faulkner, Vice Chairperson Mary Hughes, Commissioner Glenda Duncan, Commissioner Victoria O'Malley, Commissioner Doug Ashley (absent), Commissioner Zach McKay, and Commissioner Shane Gerhardt.

Also Present:

Town Manager Miranda Fisher (participated remotely), Parks and Recreation Manager Shawna Figy, Special Initiatives Manager Cliff Bryson, and Town Clerk Leah Rhodes.

3) Pledge of Allegiance

Commissioner McKay led the Pledge.

4) Consent Agenda - All those items listed below may be approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission requests.

a) Approval of Minutes:

- 1) Regular Session – February 2, 2026

b) Set Next Meeting Date and Time:

- 1) Regular Session Monday, May 4, 2026 at 6:00 p.m.
- 2) Regular Session Monday, June 1, 2026 at 6:00 p.m.

Motion was made by Commissioner Duncan to approve the next meeting dates, times, and meeting minutes, seconded by Commissioner Gerhardt.

Roll Call:

Commissioner Duncan: Aye
Commissioner O'Malley: Aye
Commissioner Ashley: Absent
Commissioner McKay: Aye
Commissioner Gerhardt: Aye

Vice Chairperson Hughes: Aye

Chairperson Faulkner: Aye

Motion Passed: 6-0

- 5) **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to Town Staff).** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Commission from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

There were no speakers

- 6) **Presentation regarding funding options for Parks & Recreation programs and the facilities.** Staff Resource: Special Initiatives Manager Cliff Bryson.

Special Initiatives Manager Bryson provided an overview of the diverse funding sources supporting the Town of Camp Verde's community programs, including key revenue streams such as the General Fund, user fees, state-shared revenues, grants, donations, and development impact fees, which collectively sustain essential services and facilitate responsible growth.

Town Manager Fisher and Special Initiatives Manager Bryson responded to questions from the Commission.

- 7) **Presentation of the Council approved 2026 General Plan.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated that at the March 11, 2026 meeting, the Town Council unanimously approved the 2026 General Plan, which means approval of the plan will be on the July 21, 2026 Primary Election ballot. Town staff will be conducting open houses to answer questions the public may have before the Primary Election.

Town Manager Fisher and Town Clerk Rhodes responded to questions from the Commission.

- 8) **Presentation and discussion of Parks & Recreation FY27 CIP project list to include a review of the community input.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy provided an overview and timeline of the five-year Capital Improvement Projects (CIP) plan for Parks and Recreation.

Town Manager Fisher noted that a survey had been distributed to gauge community

priorities regarding proposed projects. Town Manager Fisher stated that Town staff are seeking feedback from the Commission on their top CIP priorities to review with Council at the April 22, 2026, Town Council meeting.

The Commission provided feedback on their top priorities, which included improvements to the Sports Complex, Verde Lakes, park facilities, and park maintenance, as well as enhancements to the Equestrian Center, Heritage Pool, tennis courts, Town signage, and the gymnasium.

Town Manager Fisher responded to questions from the Commission.

- 9) Discussion regarding Commission involvement in our next Citizen's Academy being held April 21, 2026.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy reported that the Parks & Recreation session for the Citizens Academy is scheduled for April 21, 2026 and invited Commissioners to attend. Figy also asked the Commission for suggestions on any additional information they would like shared with the public.

Chair Faulkner indicated that she would like the presentation to include an overview of the roles and responsibilities of Parks and Recreation Commission members.

- 10) Update, discussion, and possible recommendation regarding prioritizing the focus through the See My Legacy site.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy stated that the See My Legacy online platform offers significant potential for community engagement, including opportunities for fundraising and sponsorships. She requested feedback from the Commissioners regarding priority focus areas.

The Commissioners recommended that the platform includes the Memorial Bench and Tree Program, the State of the Town/40th Anniversary Committee, the Playground Equipment Program, and a Nature Trail Program. The Commission also suggested that any promotional materials include a QR code.

Parks & Recreation Manager Figy responded to questions from the Commissioners.

- 11) Update on Camp Verde Sports Complex projects.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy provided updates on the Sports Complex projects, including fencing, the concession stand, concrete walkways, and ADA-compliant parking.

- 12) Update on the Equestrian Center.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher reported that, effective April 1, 2026, the Town has assumed full operational control of the site and that staff are conducting a reassessment of the Equestrian Center. Town Manager Fisher noted that staff are currently working with two user groups to ensure continuity of operations.

Town Manager Fisher further stated that operational oversight of the facility during this transition period is being led by Public Works Director Ken Krebbs, Parks & Recreation Manager Shawna Figy, and herself. Additionally, Town Manager Fisher advised that, as part of the FY27 budget development process, Council will review additional information related to the Equestrian Center to better understand the scope and implications of future operations. This information will support Council in determining the most appropriate path forward, including the potential issuance of a new RFQ at a later date or retaining the site as a Town-managed asset.

Town Manager Fisher responded to questions from the Commissioners.

13) Update on the Heritage Pool. Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy reported that the Parks & Recreation Division have been actively preparing for the upcoming opening of the Heritage Pool on May 22, 2026. Seasonal lifeguards have been successfully recruited, hired, and completed required training to ensure safe and efficient operations.

In conjunction with operational preparations, Town staff are conducting a comprehensive evaluation of the costs associated with continued operation of the Heritage Pool. This analysis will be presented to Town Council as part of the FY27 budget discussions at the April 22, 2026 meeting. In addition, Town staff will initiate regular monthly meetings with Vice Chairperson Hughes and Brenda Hauser to provide updates on the Heritage Pool.

Town Manager Fisher responded to questions from the Commissioners.

14) Update on the Parks & Recreation Master Plan. Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy reported that Town staff, in coordination with Kimley-Horn, are continuing to gather public input through an online survey and outreach at Town events. Upon closure of the survey, Kimley-Horn will compile a report summarizing the feedback for review with Town staff and the Parks & Recreation Commission.

Parks & Recreation Manager Figy responded to questions from the Commissioners.

15) Update on ActiveNet registration software and Perry Weather system. Staff

Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager Figy provided an overview of the new facility and registration software, highlighting the programs that have already utilized the system for registration. Manager Figy noted that staff are currently working on implementing a registration for summer day camp, swimming lessons, and facility reservations through the platform.

Parks & Recreation Manager Figy also reported that the Perry Weather system will be installed at the Sports Complex once the concession stand is complete, enabling audible and text alerts to staff regarding specific weather conditions at the facility.

Parks and Recreation Manager Figy responded to questions from the Commissioners.

- 16) **Commission Informational Reports.** These reports are relative to the committee meetings or events that Commission members attended.

The Commissioners reported on past events they attended.

- 17) **Update on Parks & Recreation current programming and events.** Staff Resource: Parks & Recreation Manager Shawna Figy.

Parks & Recreation Manager reported on past, current and upcoming events.

Parks & Recreation Manager Figy responded to questions from the Commissioners.

- 18) **Adjournment**

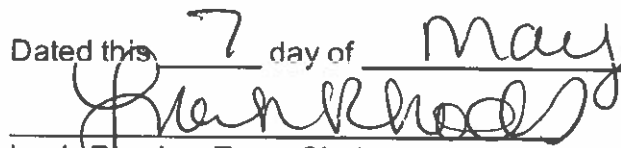
Chairperson Faulkner adjourned the meeting at 7:29 p.m.


Chairperson Candra Faulkner


Town Clerk Leah Rhodes

CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Parks & Recreation Commission of the Town of Camp Verde, Arizona, during the Regular Session held on the 6th day of April, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 7 day of May, 2026

Leah Rhodes, Town Clerk